CPPS Organization
Community Events
Process & Requirements
Streamlined Process

- Provide safe patient care & student experiences
- Allows for organizations to have method for approval of activities
  - Year to year board & membership changes
- Faculty advisors & preceptors familiar with process
CPPS Requirements for Community Events

- Faculty advisor approval of event
- Materials presented or provided to patients approved by faculty advisor
- Preceptor arranged for event*
General Requirements for Pharmacist Preceptor

- Any community event where specific patient medications discussed
- Any event where a presentation is given to patients that may result in questions that are not within scope of students to answer unsupervised
- Any community event where there is health screening (BP, BG, etc)
- Preceptor for these events must be a licensed pharmacist
Events for Potential IPPE Credit

- Events that include direct patient care or are directly related to patient care
- Presentations provided to specific groups regarding pharmacy related topics
- In general, seminars/lectures are not approved for IPPE credit
- Preparation time for presentations, etc is considered part of service to the organization and is not counted toward IPPE credit
Recommendation: Appoint a committee member to be in charge for approval requests for events

Once event is approved by faculty advisor, email Dr. Serres with the information (preferably at least 2 weeks before the event but no later than 1 week prior) including the following:

- Organization name
- Faculty advisor and statement that event has been approved by advisor
- Event location, date & time
- General overview of event type/ student roles
- # of hours requested & # of students participating
- Preceptor for event (when applicable)

It is at the discretion of your organization’s faculty advisor if he/she would like to be copied on this email
IPPE Credit Approval

Dr. Serres will provide logging instructions for participating students to the requester upon approval of the event

Provide Dr. Serres with a copy of a sign-in sheet for students who attended the event which includes time student was present